

**2001 Fourth Quarter Report**  
**Administrative Division**  
**Idaho State Historical Society**

**Submitted by Steve Guerber**

The fourth quarter of 2001 (for second week in October through third week in January 2002) continued to be a busy period for the administrative work group at the Society. In addition to conducting ongoing and routine administrative duties, specific activities of possible interest with which it was involved during the period have included:

- Preparing and submitting the 3.5% holdback report for the FY 2002 budget to the State Board of Education and the Office of the Governor (through the Division of Financial Management).
- Evaluating status of staffing and carrying out layoff procedures on three positions due to holdbacks.
- Reviewing proposed FY2003 budget information with Jeff Shinn (Division of Financial Management analyst) and Jason Hancock (Legislative Services analyst).
- Meeting with Brian Whitlock, Director of the Division of Financial Management, to discuss impact of holdbacks on the ISHS and its various operations.
- Preparing a PowerPoint budget presentation for the Joint Finance-Appropriations Committee.
- Joining Lewis and Clark Committee Chair Anne Schorzman in meeting with Rep. Maxine Bell to discuss impact of budget proposals for FY03 on Bicentennial commemoration planning, as well as implications of revenue reductions on operations of the ISHS.
- Creating and conducting first meeting of new History Caucus, composed of Legislators interested in history.
- Holding a monthly meeting of ISHS work group administrators in October, November (2) and December.
- Holding a general staff meeting in November.
- Holding a 2001 Horizons Planning meeting in December with selected staff to review the past year's goals and accomplishments and to identify priorities for calendar year 2002.

- Meeting with the Museum staff to review impacts of holdback decisions on operations, to clarify changes in administrative procedures, and to discuss the status of the Curtis Earl Exhibit.
- Meeting with Kay Manweiler as needed in conjunction with matters pertaining to Rock Creek Station and Stricker Homesite, the Idaho Historical Museum, personnel, legislation and other issues related to ISHS operations.
- Meeting with Sen. Cecil Ingram and artist Rusty Talbot's husband Kevin to discuss appropriate location (including consideration of Idaho Historical Museum grounds) for Sacajawea statue being prepared for Lewis and Clark Bicentennial Commemoration.
- Meeting with Dan Harpole, Executive Director of the Idaho Commission on the Arts, to discuss a statewide survey on support for arts and cultural programs.
- Meeting with Rick Collignon, Executive Director of Idaho Department of Parks and Recreation, to discuss implementation of statewide Section 106 review process for all appropriate parks projects.
- Hosting the 2001 SHAM (State Historic Administrators Meeting) in Boise.
- Representing the ISHS as ex-officio member of the Capitol Commission at general meeting in November, and at architectural subcommittee meetings in November, December and January.
- Presenting a proposal (accepted) for preservation of the autographed brick walls on the 5<sup>th</sup> floor of the Statehouse as part of renovation into a "Contemplation Room" for Legislators.
- Attending the January meeting of the Governor's Idaho Lewis and Clark Trail Committee.
- Attending the October ground breaking on the Sacajewea Education Center at Salmon.
- Continuing meetings as necessary to provide input on design of Phase II of the Idaho History Center with representatives of ZGA Architects and the Idaho Division of Public Works.
- Continuing discussions with Jensen Belts Planning on preparation of the updated Master Plan for development of the Old Penitentiary Historic District.

- Speaking with Rep. Mike Simpson about the impacts of Department of the Interior budget reductions on the SHPO and its programs in Idaho.
- Attended the November and January meetings of the State Board of Education at College of Southern Idaho and Boise Idaho State University respectively.
- Making a presentation in the persona of Jean Baptiste Charbonneau on the history of the Lewis and Clark Expedition in Idaho at the Mountain Home Rotary Club and to fourth graders at Indian Hills Elementary School in Pocatello.
- Making a presentation in the persona of Gen. U.S. Grant to fifth graders at Indian Hills Elementary School in Pocatello.
- Representing the ISHS at meetings of State Board of Education agency heads with Executive Director Gary Stivers in November and December.
- Attending the December Board meeting of the Idaho Heritage Trust

### Executive Director's Schedule of Future Activities

Jan 29	ISHS General Staff Meeting at Museum
Jan 30	Idaho Capitol Commission Meeting at Boise
Feb 6	State Board of Education Agency Heads Meeting
Feb 7	State Land Board/West Rock Project Preservation Review
Feb 12	ISHS Administrator's Meeting
Feb 18	ISHS Legislative Reception at Museum
Feb 19	Lewis & Clark Bicentennial Interagency Meeting at Boise
Feb 23	Gen. U.S. Grant Presentation to the Sons of the Revolution at Boise
Feb 27-28	State Board of Education Meeting at Boise State University
Mar 6	State Board of Education Agency Heads Meeting
Mar 12	ISHS Administrator's Meeting
Mar 16-20	National Council of SHPOs Annual Meeting at Washington, D.C.
Mar 21-22	State Board of Education Meeting at Boise State University
Apr 3	State Board of Education Agency Heads Meeting
Apr 11-13	State Board of Education Meeting at Idaho Falls
Apr 11-14	National Lewis & Clark Bicentennial Planning Conference at Lewiston
Apr 23	ISHS Administrator's Meeting
Apr 26	ISHS Board of Trustees Meeting (site TBA)
May 8	State Board of Education Agency Heads Meeting
Apr 14	ISHS Administrator's Meeting
Jun 4	State Board of Education Agency Heads Meeting
Jun 11	ISHS Administrator's Meeting
Jun 27-28	State Board of Education Meeting at Moscow
Jul 26	ISHS Board of Trustees Meeting (site TBA)